

**ATLANTA POLICE DEPARTMENT
SPECIAL EVENT APPLICATION**

PLEASE CHECK THE APPROPRIATE BOX:

☐ BICYCLE RACE ☐ FOOT RACE ☐ MOTORCADE ☐ WALK-A-THON ☐ MARCH ☐ PARADE

NAME OF APPLICANT: _____ TELEPHONE #: _____
APPLICANT'S ADDRESS (INCLUDE CITY, STATE & ZIP CODE): _____

NAME OF ORGANIZATION: _____ TELEPHONE #: _____
NAME, ADDRESS & TELE.# OF PERSON RESPONSIBLE FOR THE CONDUCT OF PARTICIPANTS

DATE(S) OF EVENT: _____ TIME(S): _____ RAIN DATE: _____
LIST THE EXACT ROUTE, BEGINNING WITH STARTING & TERMINATION LOCATIONS:

LIST APPROXIMATE NUMBERS: PERSONS _____ ANIMALS _____ VEHICLES _____ OTHER _____
PROPOSED ROUTE WILL OCCUPY: ☐ ONE LANE ☐ TWO LANES ☐ HALF OR ☐ ALL OF STREET.
ROADS THAT YOU ARE REQUESTING TO UTILIZE SOLELY FOR YOUR EVENT?

NOTE: IT IS THE RESPONSIBILITY OF THE APPLICANT TO ENSURE COMPLIANCE WITH THE PROVISIONS THAT ARE LISTED BELOW; ALONG WITH ALL CITY, STATE & FEDERAL LAWS.

- [A] THE PARTICIPANTS WILL ABIDE BY AND OBEY ALL LAWS, RULES AND REGULATIONS.
[B] THE APPLICANT MUST NOTIFY ALL RESIDENTS AND OR BUSINESSES AFFECTED BY THIS EVENT (***PLEASE FORWARD A LIST OF SIGNATURES OF RESIDENTS & MANAGERS***).
[C] THE APPLICANT MAY BE REQUIRED TO HIRE POLICE OFFICERS TO CONTROL TRAFFIC AND ENSURE THAT PEACE AND ORDER IS PRESERVED.
[D] THE APPLICANT WILL ASSUME ANY AND ALL LIABILITIES THAT MAY ARISE BY SUCH EVENT.
[E] THE APPLICANT MUST PROVIDE AN ADEQUATE SUPPLY OF BARRICADES, CONES AND WARNING SIGNS TO INDICATE THAT SUCH EVENT IS TAKING PLACE.
[F] YOUR APPLICATION MUST BE RECEIVED BY THE ATLANTA POLICE DEPARTMENT AT LEAST TEN DAYS PRIOR TO THE DATE OF THE REQUESTED EVENT.
[G] EMERGENCY VEHICLES MUST HAVE ACCESS, WITHOUT DELAY.

LIST ANY ADDITIONAL INFORMATION WHICH THE CHIEF OF POLICE MAY FIND REASONABLY NECESSARY FOR A FAIR DETERMINATION AS TO WHETHER A PERMIT SHOULD BE ISSUED:

APPLICANT'S SIGNATURE & DATE
THIS SPACE IS FOR OFFICIAL USE
APPLICATION #: _____ EVENT WILL OCCUR IN ZONE(S): _____
SUPERVISOR'S COMMENT: _____
RECOMMENDATION: ☐ APPROVED ☐ DISAPPROVED ☐ ON DUTY ☐ OFF DUTY
COMMANDER'S COMMENT: _____

S.O.S. COMMANDER
